

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF WARDEN AND BURGESSES THURSDAY, MAY 11, 2018 AT 4 PM AT 4 NIBANG AVENUE FENWICK, CT.

Present: Warden Newt Brainard, Jonathan Gengras, Peter Brainard, Jr., Arthur Wright, Frank Keeney, David Savin, Robert Gay, General Manager Jeff Champion.

Not Present: Pam Christensen

Others Present: ZEO Marilyn Ozols, Bill Webster, Jessica Gay, Cindy Patterson, Jennifer McCain.

The Warden called the Meeting to Order at 4 PM.

The Floor was opened for Public Comment.

Cindy Patterson asked the Burgesses for approval to lift the ban for spraying the invasive plant the Purple Loosestrife during July. Residents would be notified and it will be done on a non windy day. LPLT has already approved the spraying. There has been a huge increase of this invasive flower in the last few years.

Bill Webster discussed removing some trees (three or four) from the marsh near his home. He is not sure whether it is a LPLT or Borough issue and who would pay for the removal. The Borough stated that the Borough would defer to LPLT.

Julie LeBlanc reminded the Burgesses that with the Member Guest Tournament taking place and to avoid past issues with security the potential to close roads should be addressed. The Warden along with Frank Keeney will look into the issue.

The Warden moved the Andy Fisk Presentation to later in the Agenda as he had not yet arrived.

Approval of Minutes

**A Motion was made by Frank Keeney seconded by Jonathan Gengras to approve the February 28, 2018 Minutes as presented.
PASSED UNANIMOUSLY.**

Update on Hepburn Dune Preservation Project

Cindy Patterson presented to the Burgess an Update on the ongoing Project for the LPLT and status with GZA. They are working on attaining Grants to fund the Project and need the approval of the Burgesses to move forward on some Proposals.

A Motion was made by Jonathan Gengras seconded by Frank Keeney to state that the Borough of Fenwick supports Alternative Four from the GZA Proposal with the understanding that the work shown in Alternative Five will be done first, and with the further understanding that the Lynde Point Land Trust is taking responsibility for obtaining funding and that the Borough is not committing any funds at this time.

PASSED UNANIMOUSLY.

A Motion was made by Jonathan Gengras seconded by Frank Keeney to direct the Warden to sign the Contract with GZA to perform the Engineering Study for the Hepburn Dune Preservation Project.

PASSED UNANIMOUSLY.

General Manager's Report

Jeff Champion provided his Report to the Burgesses and highlighted the following Items:

- Applicants for the Park Ranger have been slow. He opened other avenues this week to hopefully bring in qualified candidates. He asked that if anyone knew of someone to please forward names or ideas to him.

- There has been an abundance of Lifeguards applying and they are all set.

- The Pier will be completed and is scheduled to open on June 15th. The work is almost complete and the Warden asked Frank Keeney if would go down to the Pier to assist in where to place ladders, cleats, etc. so they are in the appropriate spots. Frank will meet with Daryl.

- Limited Beach Furniture will be placed on the Beach for Memorial Day with the remaining furniture for June 25th. He is still waiting on a few Chairs and will follow up with Pam Christensen.

- Tennis Courts open May 18th.

- Pot holes will be filled by May 24th in time for Memorial Day.

- A Solar Panel Proposal is at Campbell Hudson for Review from CT Greenback. The Burgesses will review the Contract at the next Meeting to determine whether or not to move forward.

- The Warden and Frank Keeney will meet with Campbell Hudson to discuss the present business relationship and to work out how the Firm can be more responsive to the Borough's legal issues.

- The Golf Course is in great condition. Leagues are starting and Season Tickets are on target. Revenues were down \$6000 in April as it was the coldest April in forty years. Frank Keeney mentioned that the Volunteer Fire Department Fundraiser was last week and the Fire Department was very appreciative and grateful to the Borough for their generosity.

- The General Manager discussed replacing the First Class email system with Outlook 365 and the turnover will be completed in early summer.

A Motion was made by Jonathan Gengras seconded by Frank Keeney to authorize the General Manager to spend up to \$1850 to convert the First Class System to Outlook 365 in this fiscal year.

PASSED UNANIMOUSLY.

- Discussion took place concerning the EZ Links Point of Sale System (POS)-the need to be able to track customers, tee times and be user friendly would be the goal. The Warden asked that the Park Commission review the System and make a recommendation and report back at the next Meeting.

- The Borough Phone System needs to be replaced. It is antiquated and inefficient with three different systems and the inability to transfer calls. Cost savings by replacing the system will pay for the installation in eighteen months as the new system will produce a monthly cost savings of \$200.

**A Motion was made by Peter Brainard, Jr. seconded by David Savin to replace the Borough phone system spending up to \$2500 for a VOIP system from Founders Technology and to be completed in this fiscal year.
PASSED UNANIMOUSLY.**

Budget: A Discussion started for the Budget for next year. The Borough is in good financial shape and the Burgesses managed finances in a disciplined manner. The Burgesses stopped the discussion as the Speaker arrived.

**Connecticut River Conservancy formerly the Connecticut Watershed Council:
Andy Fisk**

Mr. Andy Fisk introduced himself and the Organization he represents. They heard about the Sequassen Dune Project and are interested in applying for Grants on the Borough's behalf to the Long Island Futures Fund for the design and engineering work. To complete the Application the Borough needs to provide a letter granting permission. There is no cost to the Borough and no commitment to go through with the Project if the Burgesses decide not to move forward.

**A Motion was made by Jonathan Gengras seconded by Frank Keeney to approve the LIS FF application 61455 "Hybrid Living Shoreline, Fenwick, Old Saybrook" as landowner of the property subject to this Proposal, the Borough of Fenwick grants permission for the work described in this Proposal to be conducted over the grant period.
PASSED UNANIMOUSLY.**

Mr. Fisk then discussed obtaining funds for design and implementation of the Project through the Farm Bill. The issue with the Farm Bill is that Municipal properties are not allowed so the Borough would have to lease the property (for no cost) to the Ct River Conservancy and then the land would be eligible. The land is not conveyed forever and the Borough can obtain funding from other sources even with the lease signed to the Conservancy. The Warden will review and will email Andy Fisk with questions and concerns. There are no time constraints with moving forward.

Continued Budget Discussion

Considerations concerning raising the Mill rate included: town wide assessment this Fall for homes in Old Saybrook and to continue to fund a capital surplus to build a rainy day fund for the Borough. It was decided to keep the Mill rate unchanged. If any questions or concerns come up after reviewing the General Manager's final budget please email Bob Gay or Jeff before May 25th.

Member Guest Tournament

The Warden appointed Richard Chmiel and Kylie Chmiel as Co-Chairpersons for the Event.

Board, Commission and Committee Reports

Park Commission

**A Motion was made by Jonathan Gengras seconded by Arthur Wright to approve the following Members of the Park Commission: Frank Keeney, Greg Millard, Robert Gay, Margaret Wade and Robyn Gengras.
PASSED UNANIMOUSLY.**

The Warden appointed Frank Keeney as President.

Planning and Zoning

A Motion was made by Frank Keeney seconded by David Savin to appoint Arthur Wright to the Planning and Zoning Commission for the term to expire in 2023.

FOR: Gengras, Savin, Keeney, Brainard Jr.

AGAINST: NONE

ABSTAIN: Wright

MOTION PASSES

Zoning Board

A Motion was made by Jonathan Gengras seconded by David Savin to appoint Peter Brainard Jr. to the Zoning Board of Appeals for a term to expire 2023.

FOR: Gengras, Savin, Keeney, Wright

AGAINST: NONE

ABSTAIN: Brainard Jr.

MOTION PASSES.

The Warden appointed Art Wright as the Representative to FIF.

Committee Reports

HDC: No significant changes to homes

Zoning: Meeting this upcoming week

FIF: approved money for Beach Furniture and Pier

Park Commission: Keeping on track for May/June Schedule. There has been an uptick in active military taking advantage of the Borough Policy that active military can play the course for free. They will monitor and see if adjustments need to be made if the Policy is being abused.

ZBA: No variances

Warden's Report

Borough Lot: The Warden and Frank Keeney discussed with legal counsel concerning the ability of the Borough to sell the Borough Lot in the Maintenance Area. Frank Keeney talked with Peter Bulkeley concerning the reversionary rights issue. Mr. Bulkeley is the individual to discuss this issue and he would be willing to modify the agreement so that the Borough would have the right to sell the Property. The other Property with a similar issue is 4 Nibang. The Wilson family is the Grantor in this case and legal counsel is looking into changing the use of the Property to including the right to sell.

Zoning: The Warden would like to have an Open Forum for Residents to discuss their opinions on Short Term Rentals during a Burgess meeting this summer. A date will be chosen during a summer weekend and the residents will be notified.

Safety and Concerns Committee: At the next meeting, Mike Zizka, a land use Attorney will be invited to discuss the ability of the Borough to restrict public access to the Borough. Can we restrict access? What type of research can he do to get questions and concerns answered?

Other Business:

Rita Barrett, Jeff Champion and Daryl should be invited to the Annual Meeting to meet the Residents.

NEXT MEETING: Thursday, June 14th at 5 PM.

At 7:15PM, being no further business a Motion was made by Jonathan Gengras seconded by Frank Keeney to close the Meeting.

Respectfully Submitted,

Julie G. LeBlanc, Clerk